

Site Waste Management Plan



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	Name	Signature	Date
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Review by:			
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Revision Record					
Revision	Date	By	Summary of Changes	Checked	Approved
01	19/02/26	AJ	Issued as formal document	AJ	

The Site Waste Management Plan is drafted by LDC HSE Manager who co-ordinates the required input of information from the site team. Specific responsibilities for both the initial draft and implementation are highlighted below.

SITE WASTE MANAGEMENT PLAN – OVERVIEW OF RESPONSIBILITIES			
Section Details		Initial Draft	Implementation
1	Provision of details of the Project	HSE Manager	N/A
2	Responsibilities and Declarations	HSE Manager	All
3	Description of Waste Management Roles	HSE Manager	All
4	Waste Management Policy, Targets and Objectives	HSE Manager	All
5	Proposals for Waste Minimisation	HSE Manager	All
6	Identification of Waste and Proposals for Reuse and Recycling	Site Team	All
7	Organisations which may be used to facilitate Reuse	HSE Manager	Site Team
8	Waste Storage Arrangements	HSE Manager	Site Team
9	Office Waste Arrangements	HSE Manager	Site Team
10	Details of Waste Management Carriers for Transporting Waste	Site Team	Site Team
11	Details of Permitted, Licensed or Exempt Sites	Site Team	Site Team
12	Duty of Care and Waste Transfer Procedures	HSE Manager	Site Team
13	Disposal of Hazardous Waste/ Special Waste	HSE Manager	Site Team
14	Training	HSE Manager	Site Team
15	Posters	HSE Manager	Site Team
16	Management of Subcontractors	HSE Manager	Site Team
17	Management of Waste Management Contractors	HSE Manager	Site Team
18	Measurement and Recording of Actual Waste Quantities/ Data <i>The Excel spreadsheet “Site Waste Management Plan Data Sheet” requires to be updated and returned to the SHEQ dept on a quarterly basis.</i>	HSE Manager	Site Team
19	End of Project Waste Management Review <i>The “End of Project Waste Management Review” requires to be completed not later than 3 months subsequent to project completion and forwarded to the HSE Manager.</i>	HSE Manager	Site Team

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1. PURPOSE AND DESCRIPTION OF THE PROJECT

Project Name	Lord Street		
Project Location	Cheetham Hill Road, Manchester		
Project Cost (estimated)*			
Project Start Date	Date	Month	Year
	Q4 2026	Q4 2026	Q4 2026
Project End Date	Date	Month	Year
	Q4 2029	Q4 2029	Q4 2029
Description of the Project	The project is to develop the currently vacant site where the previous One Lord St retail buildings and a factory unit at the rear of the site were situated until their demolition (by others). The site is situated adjacent to Texaco Petrol Filling Station, (located to the South) Lord St,(located to the North), Fernie Street (located to the East), and Cheetham Hill Road, (located to the West). The Manchester Arena is located at the junction of Cheetham Hill Road and New Bridge Street. Cheetham Hill Road is approximately 12m wide comprising 2 No. lanes either side and is one of the main arterial roads into Manchester (and is highly trafficked), 30mph, double yellow lines and wide footpaths both sides, streetlights both sides. Bus stop located directly outside the site to both sides of the road. Lord Street is approximately 6m wide, footpaths and streetlights to either side. Double yellow lines to one side with unmanaged on-street car parking to the other side. Traffic lights on the junction of Cheetham Hill Road and double yellow lines at either side (No Parking at Any time / No Loading at Any time). Fernie Street is approximately 5.5m wide, footpaths and streetlights either side. Double yellow lines to either side. Due to the restricted access the contractor is to take due account of the size of vehicles which can safely access and manoeuvre around the site especially in relation to maintaining access for car users at all times, and large deliveries. The site has neighbouring residential and commercial properties to which the contractor will apply due care and consideration to their property, services, shared access egress, etc. The contractor has had initial contact with local residents and the Texaco PFS Management to discuss the works. The general form of the building forms an 'rectangular'-shaped plan on the site. The main body of the building defines the northern and western boundaries of the site through a continuation of the streetscape and building line to Cheetham Hill Road. A total of 251 units will be created over the ground plus 23 floors, consisting of 1, 2, and 3 bedroomed apartments, with a central core containing three lifts and two staircases (in compliance with current Building Regulations and the Building Safety Act.		

The Cheetham Hill Road frontage/colonnade is taken up by the main entrance and residents amenity space. A postal delivery area is also accessed directly from the street to allow postal deliveries to be made without entrance to the building core itself, to address comments in the Crime Impact Statement. There is a lower floor which accommodate the building services and provides space for cycle storage and refuse bins. These areas are accessed from Fernie Street. A second amenity space located on the 15th floor is provided for residents. Along with a roof terrace area accessed through the amenity space. An external landscaped space is provided on the south boundary between the new building and the petrol station to provide external breakout space for residents

Linear Design & Construct intend to carry out all the work listed above within the contract time scale to the design and specification set out in the contract documents. Linear Design & Construct will do this with due regard to the surrounding environment and to the welfare of site personnel and without putting at risk their health and safety and that of others who may be affected by the project, particularly the neighbours and other members of the public. Should any disturbance occur to adjacent property during the works, operations will cease, and the nominated Client contact will be consulted prior to work proceeding.

Client	Linear Living
Principal Contractor	Linear Design & Construct
Version Number and Date	Rev 01 19/02/26

2. RESPONSIBILITIES AND DECLARATIONS

	Name	Contact details
Who is responsible for drafting the SWMP?	Project Lead	tbc
Who is responsible for implementing the SWMP on site?	Site Logistics Lead	tbc
Who is the waste champion?	Site Logistics Lead	tbc
Who is the person in charge of the project?	Project Lead	tbc
Where will this SWMP be kept?	Project Office and on Procore (document management system)	

Declaration statement:

We the 'Client' and the 'Principal contractor' will take reasonable steps to ensure that all waste from the site is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act 1990 and the Environmental Protection (Duty of Care) Regulations. All reasonable steps will also be taken to ensure that the waste materials are handled efficiently and waste managed appropriately.

Client signature:

Alistair Johnston

Signature of Principal Contractor Representative:

Signature of S/C Representative(s):

3. DESCRIPTION OF WASTE MANAGEMENT ROLES

Project Manager/ Site Manager:	• Implementing and managing the plan on site • Arranging for full details of all arisings, movements and treatment of waste discards to be recorded during the Works • Distinguish reusable materials from materials suitable for recycling • Ensure maximum segregation at the source and separate materials for recovery • Appointment of a suitable “Waste Champion” for the site
Environmental Manager:	• Implementing the plan within the company • Providing training • Providing advice and guidance to the Site Manager and ensure that best practice is transferred across the organisation • Conducting waste audits
Procurement Manager:	• Ensure that materials are ordered so that the quantity delivered, the timing of the delivery and the storage is not conducive to the creation of unnecessary waste • Ensure that the waste management requirements within the Hubco procurement documents are communicated to our supply chain • To undertake early engagement with our Waste Management Contractor in order to discuss our waste forecasts and to ensure an optimal skip strategy which maximises recycling.
Waste Champion:	• Overseeing Management of waste records • Periodic reviews of SWMP • Regular inspection of waste recycling areas on site • Ensuring that regular toolbox talks on waste management and minimisation are carried out • Encourage and motivate site personnel to implement best practices
Appointed Operatives:	• Ensure that discrete operations stated in the SWMP are performed on an on-going basis

Note – proposals will be developed upon award of contract

1.	Has the site team discussed and identified strategies for reducing waste with subcontractors?	tbc
Details:		
2.	Have the procurement department ensured that materials are ordered so that the quantity delivered, the timing of the delivery and the storage is not conducive to the creation of unnecessary waste?	tbc
Details:		
3.	Will Subcontractors and Site operatives who handle materials and waste receive waste awareness toolbox talks and other training?	tbc
Details:		
4.	Is waste data going to be regularly reviewed (e.g. during progress meetings) in order to monitor waste targets for the project?	tbc
Details:		
5.	Can 'no-dig' techniques be used instead of open cut to reduce the amount of spoil generated?	tbc
Details:		
6.	Can structures be raised out of the ground to reduce excavation volume?	tbc
Details:		
7.	Is excavation material suitable for re-use following suitable testing?	tbc
Details:		
8.	Can excavated materials be re-used at another Hubco Site (Note - waste exemption required)	tbc
Details:		
9.	Are there any local landowners or developers who could re-use excavated materials on their land? (Note waste exemption required)	tbc
Details:		
10.	Can the National Industrial Symbiosis Programme (NISP) recommend any recipients for the waste?	tbc
Details:		
11.	Can sand or stone be re-used as backfill or access/hardstanding either directly or after re-processing?	tbc
Details:		
12.	Can unsuitable material be conditioned to make it useable by following the relevant Waste and Resources Action Programme (WRAP) quality protocol?	tbc
Details:		
13.	Can contaminated material be treated using soilwashing, bioremediation or other techniques to render it inert or otherwise suitable for re-use?	tbc

Details: N/A		
14.	Can redundant equipment be sold to a scrap dealer?	tbc
Details: N/A		
15.	Can excavated material be sent to a re-processing plant/transfer station to create a saleable material?	tbc
Details:		
16.	Can it be arranged for excavated material to be used at a landfill site for capping or engineering works?	tbc
Details:		
17.	Are there any other ways in which the project will minimise waste to landfill?	tbc
Details:		
18.	Is there scope to use a recycled product such as recycled MOT Type1, 6F2 or fine fill aggregates, reducing reliance on finite raw materials?	tbc
Details:		

4. PROPOSALS FOR WASTE MINIMISATION

To be developed in future phases

5. IDENTIFICATION OF WASTE & PROPOSALS FOR REUSE AND RECYCLING

The table below illustrates the types of C & D wastes/ material surpluses that we anticipate will arise throughout the project.

Waste type	EWC code	Source	Qty	Proposed Route for Reusing/ Recycling
e.g. Soil and Stones	170504	e.g. Soils, Clays, Sand and Gravel generated as a result of excavation works		N/A
e.g. Concrete	070101	Breaking out lift pit	0.2 T	Inert skip recycling
e.g. Mixed metals e.g.,	070407	e.g. Bar and mesh reinforcement, cables and cladding as a result of material surpluses and off-cuts		N/A
e.g. Wood	170202	e.g. Plywood, Chipboard and Mdf as a result of off cuts	0.3T	Removal to recycling facility where it will be shredded into plant mulch
e.g. Plastics	170203	e.g. DPC, Surplus pipework, Containers and coverings	0.3T	Removed off-site by Waste Management Contractor for separation and recovery
e.g. Packaging	150106	e.g. Bubble wrap and wrapping bands from building products	0.3T	Returned to supplier
e.g. Hazardous Materials	Various	e.g. Used engine oil, batteries, fluorescent tubes, chemicals, and chemical containers, batteries (lead acid, Ni-Cd and mercury), some printer toner cartridges and waste paint and thinners including empty tins		Do not envisage any Hazardous materials on site – although if there is we will remove off-site for appropriate disposal at a properly authorised facility
e.g. General Welfare Waste	200301	e.g. From site canteens	TBC	Removed off-site by local Waste Management Contractor

e.g. Plasterboard waste	17 08 02	e.g. Surplus plasterboard cuttings	1T	Removed off site in a sealed plasterboard waste skip for recycling
e.g. Blockwork	17 01 02	e.g. Surplus blockwork cuttings or hardened cement	2T	Removed off-site for recycling by local Waste Management Contractor

6. WASTE STORAGE ARRANGEMENTS

In line with best practice for the recycling of waste, we will segregate waste on site and to facilitate this, an appropriate number of waste handling and segregation areas will be set up. At these areas, waste streams will be segregated into separate skips and then removed to an approved materials recycling facility. Each skip will be clearly labelled as to the type of waste contained within.



The segregation of wastes will be of the following types:

- Canteen (Enclosed skip)
- Metal
- Timber
- Inert
- Mixed/ General Waste (for all other wastes)
-

Additional skips and bins will also be provided for office derived waste including:

- Paper & Cardboard
- Aluminium Cans
- Plastic bottles and cups
- Batteries

All skips utilised on site will:

- Prevent spillages or leakages
- Be corrosive resistant (to the weather elements)
- Prevent materials from being blown away
- Will prevent scavenging from animals

9. OFFICE WASTE ARRANGEMENTS

Site offices and canteens often generate a significant quantity of wastes, many of which are recyclable.

Opportunities should be sought to recycle as many of these items as possible and separate waste bins should be available in the site offices to facilitate collection of recyclables such as paper, cardboard, aluminum cans and plastic bottles. Site Operatives should be regularly reminded of the office/ canteen waste recycling procedures and bins should be labelled to assist in their correct usage.



Example of office waste collection bins



Recyclable wastes are then transferred to external skips/ bins where they are collected for recycling

10. DETAILS OF WASTE MANAGEMENT CARRIERS FOR TRANSPORTING WASTE

Only registered carriers of waste will be employed for transport purposes. As site activities commence, the table below will be updated as appropriate, to include any new waste carriers.

Waste Management Contractor Name	Waste Management Contractor Address	Waste carrier license number; date of issue and expiry

As site activities commence, this table must be updated as appropriate, to include any new waste carriers.

11. DETAILS OF PERMITTED/ LICENSED OR EXEMPT SITES

Only licensed or exempt off-site waste disposal sites will be utilised. As site activities commence, the table below will be updated as appropriate, to include any new disposal sites.

Name of waste disposal site	Disposal site address	Disposal site License/ Permit or exemption number; date of issue and expiry	Details of waste permitted to be received

12. DUTY OF CARE & WASTE TRANSFER PROCEDURES

Throughout construction of the Project, it will be ensured that all site staff, subcontractors and waste management contractors will act in accordance with all environmental legislation in relation to waste management. All movements of waste will be accompanied by waste transfer notes. Linear Design & Construct site staff will ensure that the waste is described as accurately as possible and that the waste transfer note is signed by both the waste producer and the waste carrier. The waste carrier will hand over a copy of the note to a member of Linear Design & Construct site staff prior to leaving the site.

Only registered carriers of waste will be employed for transport purposes and copies of all waste management licenses and exemptions will also be obtained and held on site prior to any movement of waste taking place. For all waste transfers, Linear Design & Construct will obtain a copy of the receipt, or a copy of the invoice, from the authorised disposal site as proof that the waste reached the proposed destination.

Linear Design & Construct will retain all controlled waste transfer notes for a minimum of two years and special waste transfer notes for a minimum of three years. Waste transfer notes will initially be retained on site and upon project completion will be transferred to a document store in head office. Each consignment of waste taken from the site will be subject to documentation, which will conform to the table below to ensure full traceability of the material to its final destination.

Waste Transfer Note Detail	Particulars
1. State the name of the waste producer.	Linear Design & Construct
2. Signature of the waste producer.	
3. Signature of the waste carrier.	
A combination of (i) a description of the waste (inert, non-hazardous or hazardous) and (ii) the relevant the European Waste Catalogue (EWC) code classification.	e.g. (i) Soil, Demolition Concrete, Crushed Asphalt etc. (ii) 170504
5. State the quantity of waste in cubic metres (m3).	e.g. 50m3
6. How the waste is stored	e.g. is the waste loose or is it stored in a skip that is open or lidded and/or is the container a roll on/off
7. State the name of the site where the waste is being created.	e.g. Kildrum, Cumbernauld
8. State the date and time that the waste was taken off site by the waste carrier.	e.g. 24/01/12 @ 15:18
9. State the name and address of the waste carrier.	e.g. Waste carriers ltd
10. Waste carrier licence/ permit number	e.g. SCO 334/240
11. State the name and address of where the waste is being taken to and the site licence/ permit or exemption number	e.g. 15 lane view Smith Road WML 0504
12. State whether the waste carrier is the producer or carrier of the waste (in most cases it will be the latter).	e.g. carrier
13. Highlight on the waste transfer note the certificate number	e.g. WML 3412

12. DUTY OF CARE & WASTE TRANSFER PROCEDURES

Log of Waste Removal

Note – Where there are a substantial quantity of waste movements occurring it is GOOD PRACTICE to keep a log of the waste removal details. Where available, a gateman may be allocated with responsibility for completion of this log.

Please use the table to log relevant details:

Date waste removed	Type of waste	Who removed the waste	Site the waste has gone to	Does the site have a license or an exemption?	Waste Carrier License Number	Evidence e.g. waste transfer note location/reference

12. DUTY OF CARE - WASTE TRANSFER NOTE

Section A – Description of Waste

1. Description of the waste being transferred: _____
2. European Waste Catalogue/ List of Waste Code [] [] [] eg. 17 01 01
3. How is the waste contained:
Loose ☐ Sacks ☐ Skip ☐ Drum ☐ Other ☐ Please describe _____
4. How much waste? For example, number of sacks, weight etc: _____

Section B – Current holder of the waste (Transferor)

By signing in section D below I confirm that I have fulfilled my duty to apply the waste hierarchy

1. Full Name: _____
2. Company name and address : _____
3. SIC code (2007): _____
4. Which of the following are you: (Please tick one or more boxes)
Producer of the Waste ☐ Importer of the Waste ☐ Registered Waste Carrier ☐
5. Please state how has the waste been treated :
Segregation/ separate collection/ screening/ hand picking (*Delete as appropriate*)
6. If treatment has not been carried out please state why this is not considered necessary. (E.g. The waste is inert waste which cannot be treated because it is not technically feasible to do so):

Section C – Person collecting the waste (Transferee)

1. Full Name: _____
2. Company name and address: _____
3. Which of the following are you? (Please tick one or more of the options)

	Tick	Details
Holder of a waste management licence/ permit	☐	
Holder of a valid exemption	☐	
A registered waste carrier/ broker/ dealer	☐	

Section D – The Transfer

1. Address of transfer/collection point (SITE): _____
2. Date of transfer: _____
(For multiple consignments/ "Season Tickets" give "between" dates)
3. Time(s) of transfer: _____
4. Destination of Waste, give address: _____
5. Name and address of broker who arranged this waste transfer (if applicable):

Transferor's signature

Print Name: _____
Representing: _____

Transferee's signature

Print Name: _____
Representing: _____

Excerpts from the European Waste Catalogue/ List of Wastes

17 01	Concrete, bricks, tiles and ceramics
17 01 01	Concrete
17 01 02	Bricks
17 01 03	Tiles and ceramics
17 01 06*	Mixtures of, or separate fractions of concrete, bricks, tiles and ceramics containing dangerous substances M
17 01 07	Mixtures of concrete, bricks, tiles and ceramics other than those mentioned in 17 01 06
17 02	Wood, glass and plastic
17 02 01	Wood
17 02 02	Glass
17 02 03	Plastic
17 02 04*	Glass, plastic and wood containing or contaminated with dangerous substances M
17 03	Bituminous mixtures, coal tar and tarred products
17 03 01*	Bituminous mixtures containing coal tar M
17 03 02	Bituminous mixtures other than those mentioned in 17 03 01
17 03 03*	Coal tar and tarred products A
17 04	Metals (including their alloys)
17 04 01	Copper, bronze, brass
17 04 02	Aluminium
17 04 03	Lead
17 04 04	Zinc
17 04 05	Iron and steel
17 04 06	Tin
17 04 07	Mixed metals
17 04 09*	Metal waste contaminated with dangerous substances M
17 04 10*	Cables containing oil, coal tar and other dangerous substances M
17 04 11	Cables other than those mentioned in 17 04 10
17 05	Soil (including excavated soil from contaminated sites), stones and dredging spoil
17 05 03*	Soil and stones containing dangerous substances M
17 05 04	Soil and stones other than those mentioned in 17 05 03
17 05 05*	Dredging spoil containing dangerous substances M
17 05 06	Dredging spoil other than those mentioned in 17 05 05
17 05 07*	Track ballast containing dangerous substances M
17 05 08	Track ballast other than those mentioned in 17 05 07
17 06	Insulation materials and asbestos-containing construction materials
17 06 01*	Insulation materials containing asbestos M
17 06 03*	Other insulation materials consisting of or containing dangerous substances M
17 06 04	Insulation materials other than those mentioned in 17 06 01 and 17 06 03
17 06 05*	Construction materials containing asbestos
17 08	Gypsum-based construction material
17 08 01*	Gypsum-based construction materials contaminated with dangerous substances M
17 08 02	Gypsum-based construction materials other than those mentioned in 17 08 01
17 09	Other construction and demolition wastes
17 09 01*	Construction and demolition wastes containing mercury M
17 09 02*	Construction and demolition wastes containing PCB (for example PCB-containing sealants, PCB containing resin-based floorings, PCB-containing sealed glazing units, PCB-containing capacitors) M
17 09 03*	Other construction and demolition wastes (including mixed wastes) containing dangerous substances M
17 09 04	Mixed construction and demolition wastes other than those mentioned in 17 09 01, 17 09 02 and 17 09 03

Hazardous waste entries are marked with a (*). **A** = Absolute entry, these are automatically hazardous. **M** = Mirror entry, these have the potential to be hazardous

13. MINIMISATION AND DISPOSAL OF HAZARDOUS/ SPECIAL WASTE

Hazardous Waste Minimisation

Eliminating the use of hazardous materials will eliminate the generation of hazardous waste from these products. Therefore it is important that designers and architects are involved in any plan to reduce hazardous waste as they may specify materials which we (as a contractor) are bound by. However Linear Design & Construct also have an element of choice in the products we purchase, and we also have further opportunities to reduce the amount of hazardous waste produced through better handling, segregation and identification of re-use and recycling options.

The following table is a list of potential opportunities that may be applied to the construction project in order to reduce the generation

Hazardous waste management/ minimisation measures				
	Material	Measure	Indicative Cost	Anticipated Benefits
1.	Solvents	Purchase only low-VOC paints, solvents and adhesives	Low	Reduced VOC emissions to atmospheres, less residual solvent in containers, easier disposal
2.	Various	Brief all site workers on likely hazardous wastes. Identify and clearly mark recovery & disposal storage arrangements	Low	Less cross-contamination, increased hazardous waste segregation, raised levels of awareness, reduced disposal costs
3.	Paints & Solvent	Increase level of accountability for hazardous materials – single point of issue, with nominated person responsible	Low	Less hazardous raw materials used, greater accountability and control/understanding of material usage (benchmarking).
4.	Packaging	Clean and sort packaging to reduce hazardous component prior to disposal	Low - Medium	Reduced volume of packaging being consigned as hazardous (disposal costs reduced)
5.	Treated wood	Reduce disposal of treated waste wood to landfill – minimise off-cuts and increase re-use where applicable.	Low - Medium	Increased level of beneficial wood re-use (or energy recovery), reduced landfill, potential future revenue source
6.	Oils, fuels & lubricants	Ensure all materials are stored in bunded areas and allocate central accountancy for oil wastes	Low - Medium	Reduce the frequency of spills to ground, increase collection of waste oils/rags.

Activities	Hazardous Inputs	Hazardous Outputs
Site clearance and demolition	N/A	Asbestos, treated wood, electrical and electronic items containing hazardous components (including cables and switches); refrigerants and foams; drums of hazardous materials, potentially fly-tipped hazardous materials
Excavation	N/A	Potentially contaminated soils, asphalt containing tar products from paving and driveways
General construction works (including cementing, grouting etc.)	Grout, cement, resins, hardeners, various COSHH materials	Spent resins and hardeners, concrete and grout wash-out, un-set cement/grout, contaminated shuttering, spent COSHH materials and contaminated packaging
Building installation (e.g. electrical wiring and fittings, insulation, plumbing)	Fluorescent tubes/bulbs, electrical and electronic equipment and cabling	Spent fluorescent tubes and bulbs, off-cuts of electrical wiring etc.
Floor and wall covering (including plastering)	Adhesives, solvents, coatings, polishes, varnishes, resins, treated wood, plasterboard	Spent coatings and adhesives, empty containers containing residue, contaminated packaging, spent solvents, asbestos, plasterboard off-cuts, plaster washout
Painting (including paint preparation)	Solvent-based paints, paint thinners, enamels, lacquers, epoxies, primers, acrylics, brush cleaners	Spent solvent-based paints, empty solvent-based paint tins containing residue, spent solvent cleaners
Asphalting (roofing, paving)	Asphalt	Unused asphalt containing tar products, contaminated containers and equipment
General maintenance and power generation	Oils, greases, degreasers, batteries	Oily rags, oil filters etc. from maintenance of plant and machinery; waste oil; spent batteries; greases and lubricants; spent COSHH materials; oil contaminated absorbent spill material; contaminated PPE; oil contaminated water from bunds etc.

Storage of Hazardous Wastes

All Hazardous waste streams will be stored separately from other Hazardous wastes and will be stored separately from controlled waste in secure and labelled containers.

Typical Hazardous Waste Streams

Typical hazardous waste streams occurring on site will include

How to determine if waste is Hazardous

To determine whether waste is hazardous or not, the European List of wastes (LoW) should be consulted. Within the LoW, Hazardous waste is classified as "Absolute, Mirror or non-hazardous". Absolute (A*) is considered hazardous irrespective of the concentration of levels of dangerous substances present. A Mirror entry (*) can be either hazardous or not, depending on whether it contains "*dangerous substances*" at or above certain levels.

Unexpected discovery of hazardous waste

Unexpected hazardous waste not previously anticipated will be identified as early as possible into the duration of the project. Appropriate facilities and remediation or disposal arrangements will be made at the earliest possible opportunity. Examples of unexpected hazardous wastes include discovery of contaminated land.

Moving and Transporting Hazardous Waste

Hazardous wastes must be:

- Transported by a registered or exempt waste carrier
- Accompanied by a consignment note
- Transferred to a facility that holds a suitable environmental permit or pollution prevention and control (PPC) permit

Consignment Notes

A consignment note should be completed every time hazardous waste is removed from the site. The consignment note will then accompany the hazardous waste whilst it is being moved or transferred. In line with our legal requirements copies of completed hazardous waste consignment notes should be kept for three years.

Consignment notes can be purchased/ obtained from the relevant statutory authority. The type of consignment note you need to complete depends on how and where the waste is transported. You can use single or multiple collection forms.

Pre-notification/ Premise Registration

Scotland/ Northern Ireland

You must pre-notify the relevant regulatory authority at least three clear working days and not more than one month before any hazardous waste leaves your site. You do this by filling in the pre-notification form within the consignment note.

England

Where the site will be producing more than 500kg of waste per annum, the premises (or site) needs to be registered with the Environment Agency. Registration can be carried out online, by paper or on the phone and costs £18.00. Once registered you will receive a unique “premises code” which is valid for 12 months from the date of registration. If hazardous waste continues to be produced or removed from the premises (or site) after the expiry then the premises code must be renewed.

14. TRAINING

Everyone on site will receive training which will include the following waste and environmental issues:

- Roles and responsibilities
- Waste procedures on site – including segregation, recycling, reuse and return methods
- Hazardous waste
- Duty of care / responsibilities
- Materials storage and handling

Waste and environmental training on site will consist of:

- Induction training will incorporate a section on waste management on site
- Toolbox talks will be carried out every month on waste issues and all site operatives and subcontractors will be expected to attend
- An annual briefing is held every Autumn during which successes and improvements in Site Waste Management Plans over the previous year are discussed and refresher waste management training is delivered to all site management staff.
- Various employees attend workshops and seminars delivered by External providers such as WRAP in order to further advance knowledge and best practice in relation to waste issues.

- A training course for the elected “Site Waste Champions” is delivered in house to relevant operatives by members of the SHEQ department.

Communication:

- Communication of the progress of the SWMP is carried out during monthly progress meetings involving site staff, senior management and the client
- Posters are displayed throughout the site such as the “segregate waste, use the correct skip” poster to ensure that everyone is aware of the importance of the Site Waste Management Plan and adheres to the site waste management procedures

15. POSTERS

In an effort to reinforce the commitment toward effective waste minimisation, reuse and recycling, posters should be displayed on the site “Environmental Notice Board” and in Canteens and offices.

Posters available overleaf:

- Use the correct skip
- Follow the colour coding system

REMEMBER SEGREGATE WASTE

Use the correct skip



REMEMBER

SEGREGATE WASTE

Follow the colour coding system to identify the correct skip



16. MANAGEMENT OF SUBCONTRACTORS

Subcontractor Requirements

All Subcontractors are required to fulfil the following responsibilities in relation to waste management:

- Provide to the project team a forecast of the key waste streams that you will create and an identification of what actions you plan to take to reduce waste.
- Minimise the use of materials and the production of waste through, efficient design, handling, transportation, stock control, the use of prefabricated / pre-sized materials, minimise packaging and efficient construction techniques.
- Segregate waste, use specific waste containers and waste management areas.
- Fulfil all statutory waste handling requirements such as Duty of Care Regulations
- Manage the collection, storage, segregation and treatment/disposal of the different types of waste you produce

In addition, a small number of subcontract work packages may be **responsible for the disposal of their own waste**. Where this is the case, the Site Team will ensure that these Subcontractors undertake the following responsibilities:

- Complete the “Expectations in relation to Subcontractors waste removal” sheet
- Provide the waste carriers licence (collection permit in ROI) for the haulier removing the waste
- Provide the waste management licence/ exemption certificate or permit for the site receiving the waste
- Provide any other relevant licence/ exemption such as that required for reprocessing or waste storage

16. MANAGEMENT OF SUBCONTRACTORS

Illustration of Type A and Type B Subcontractors

The nature of Subcontractor work activities will assist in determining whether a Subcontractor should be responsible for their own wastes (as illustrated below). This arrangement can only be finalised following receipt of relevant documentation illustrated below. Where relevant documentation has not been provided, Linear Design & Construct will arrange the waste removal and contra-charge the Subcontractor as appropriate.

Site Activity/ Sub-contractor Work Package	Primary Waste Stream	Waste Management Responsibility
Demolition and site clearance	Hardcore, spoil, timber, plastics	<u>Type A Subcontractor</u> Subcontractor has full responsibility for their own waste and must collect, store, segregate and dispose of all waste materials in accordance with industry best practice and current legislation. <u>MUST</u> provide the Site Team with copies of the following for all waste leaving the site: • Waste Carriers Licences • Waste Management Licenses/ permits • Waste Exemption Certificates • Waste Transfer Notes • Hazardous/ Special Waste Consignment Notes • Monthly figures of all waste removed from site to include type of material, total quantity of waste, waste management option i.e. landfill, reuse, recycling and the percentage of each waste material recycled or reused.
Groundworks	Spoil	
Foundations/piling	Spoil and hardcore	
Structure	Bulk concrete, miscellaneous hardcore & metal	
Drylining	Plasterboard, metal studwork and insulation off cuts	
Brick/ blockwork	Bricks (crushed and incorporated into works)	
Building envelope	Timber, plastic, cardboard, hardcore/rubble, Metal, Hazardous Waste	<u>Type B Subcontractor</u> Waste Management Contractor has responsibility for overall waste management and removal of waste from site. Individual subcontractors have local responsibility for segregation and distribution of waste on site to the waste compound.
Mechanical & Electrical	Cables, metal, timber, plastic, cardboard, plastic packaging, Hazardous waste	
Trades (Joinery, Painting, Timber, cardboard, plastic packaging, Plastering, etc.)	Timber, paint, renders, cardboard, plastic packaging, Hazardous waste	
Landscaping habitat restoration/creation	Green waste and Topsoil	
Site re-instatement, removal of site offices and final clear away	Timber, hardcore, metal, office waste	
Office activities	Paper, cardboard, plastic packaging, general office waste	

16. MANAGEMENT OF SUBCONTRACTORS

Expectations in Relation to Subcontractors Waste Removal

Only authorised vehicles will be used to remove waste from the project for prompt transport to an appropriately licensed facility. All relevant waste, environmental, and safety legislation must be adhered to. A full copy of a Waste Carriers Licence and a Waste Management Licence or Exemption must be submitted to the Site/ Project Manager for *each* waste type BEFORE it is removed from site.

1. WASTE REMOVAL COMPANY DETAILS							
Company Trading Name(s):							
Postal Address							
Sales Contact:						Mobile No.	
2. WASTE REMOVAL & DESTINATION DETAILS							
List each type of waste for removal, e.g. Rubble, Inert Soil, Non Hazardous Soil, Steel, Timber, Plastic, Cardboard, Plasterboard, Mixed Construction & Demolition, Mixed Canteen, Canteen Dry-Recyclables, Print Cartridges, Office Paper, Asbestos, Oily Rags, Oily Sand, Absorbent, Aerosol Cans, Mastic Tubes, Paint, Batteries, Oily Liquid, Sewage. Enter ALL waste collection companies and ALL destination facilities as appropriate for EACH waste.							
Waste Types To Be Collected From Site	Full Name of Waste Collection Company	Waste Carriers Licence Number	Full copy submitted	Company Name of Facility to Where Waste is First Offloaded	Full copy of licence submitted	Address of Facility to Where Waste is First Offloaded	Waste Route (tick 1 only)
			X		X		X
							Reuse
							Recycle
							Recovery
							Landfill
							Reuse
							Recycle
							Recovery
							Landfill
							Reuse
							Recycle
							Recovery
							Landfill
							Reuse
							Recycle
							Recovery
							Landfill
The Site Manager must be notified in advance of any changes to the initial offloading destination of waste.							
I have read and understood this document and confirm that _____ (waste company name) will fulfil the expectations as outlined therein.							
Name(BLOCK CAPS): _____			Signed: _____			Date: _____	

17. MANAGEMENT OF WASTE MANAGEMENT CONTRACTORS

The Waste Management Contractor is to provide suitable waste containers, plant, equipment and personnel as necessary to meet the requirements set out in this Site Waste Management Plan.

Reporting and Documentation

The Waste Management Contractor shall provide the following information:

- Waste Transfer Notes and Special Waste Consignment Notes
- Copies of the Carriers Licence for all carriers used
- Copies of the Waste Management Licences (or exemptions) for all destinations of waste
- A register of containers logged

On a monthly basis the Waste Management Contractor will supply the following information:

- The quantity (weight) of waste produced for each waste type together with the destination of that waste (reused, recycled, land filled, etc.)
- Recommendations for improved waste management/minimisation

18. MEASUREMENT AND RECORDING OF ACTUAL WASTE QUANTITIES/ DATA

What to record

Whenever waste is removed from the site the following information must be recorded:

- The identity of the person removing the waste
- The waste carrier registration number of the waste carrier
- A copy of, or reference to, the written description of the waste
- The site that the waste is being taken to
- Whether it is a licensed or exempt site must also be recorded

Where to record

Actual waste quantities/ data should be recorded within the excel spreadsheet (SWMP data sheet).

Guidance

Use the drop down menus to input project data (headings in blue) and waste data (headings in green). The red boxes will then automatically calculate the total waste and waste to landfill.

[illegible]

Waste types included in the measurement

- Record ALL construction, demolition and excavation wastes – including that generated by subcontractors (where this is part of the main contract of works)

- Record wastes in Tonnes only. Volumes of waste should be converted using standardised conversion factors
- For skip wastes – find out from your waste management contractor, the total tonnage of waste generated and the percentage that has been recycled and record this within the spreadsheet
- Record ALL reuse of wastes on site e.g. reuse of topsoil in landscaping

New Guidance

- New guidance from the Department of Communities and Local Government identified that List of Waste **17 05 04 (soil and stones not containing dangerous substances)** is non-exempt and when sent to landfill should be allocated a 50% recovery rate. All sites should therefore ensure that where excavation waste classified under European Waste Code 17 05 04 is taken to landfill, that it is allocated a 50% recovery rate.

Where EWC 17 05 04 is “beneficially reused” e.g. used as capping as part of a landfill closure or restoration or sent to an “exempt” site, it should be allocated a 100% recovery rate.

For further information please contact a member of the SHEQ department.

SITE WASTE MANAGEMENT PLAN DATA SHEET



PROJECT / SITE:	PROJECT VALUE	DISCIPLINE	REPORTING PERIOD	LOCATION

**TOTAL WASTE
GENERATED**

Tonnes

**TOTAL WASTE TO
LANDFILL**

Tonnes

[illegible]

19. END OF PROJECT WASTE MANAGEMENT REVIEW

Requirement

Within *three months* of the work being completed it is mandatory that the “End of Project Waste Management Review” is completed.

This includes:

- (a) Confirmation that the plan was monitored on a regular basis to ensure that work progressed according to the plan and that the plan was regularly updated
- (b) An explanation of any deviation from the plan

Purpose of review

The “End of Project Waste Management Review” allows reconciliation of the SWMP against what was planned before work began. Regular updating during the construction phase should make this a relatively straightforward process. This final review allows us to identify where forecasts were exceeded or missed, and to learn for the next project.

Note – In regions where SWMPs are a legal requirement, failure to comply with this regulation is an offence.

END OF PROJECT WASTE MANAGEMENT REVIEW

PROJECT/ SITE:

WASTE MATERIAL	ESTIMATED TOTAL QUANTITY PRIOR TO MANAGEMENT	ACTUAL TOTAL QUANTITY AFTER MANAGEMENT	QUANTIFIED REDUCTION IN WASTE	% OF WASTE RECYCLED	% OF WASTE REUSED

CONFIRMATION THAT THE PLAN HAS BEEN MONITORED ON A REGULAR BASIS TO ENSURE THAT WORK PROGRESSED ACCORDING TO THE PLAN AND THAT THE PLAN WAS UPDATED IN ACCORDANCE WITH THE REGULATIONS	Signature of Site Manager Date
WHERE RELEVANT PROVIDE AN EXPLANATION OF ANY DEVIATION FROM THE PLAN	
ESTIMATE THE COST SAVINGS THAT HAVE BEEN ACHIEVED BY COMPLETING AND IMPLEMENTING THE PLAN	